

# RMA – Readiness Checklist

	What to do?	Reference	When
○	Learn the basics.	<a href="#">About RMA Evolution</a> <a href="#">SWIFT Smart</a>	Ongoing
○	As of April 2022, all connected BICs will be granted <b>automatic</b> access to the Relationship Management Portal and distribution service. If a BIC wants to delegate its RMA management to another BIC within its hierarchy, then they must complete and submit the e-form.	<a href="#">Delegation of Relationship Management</a>	April 2022
○	Set up your environment.	<a href="#">Set up your Environment</a>	April – July 2022
○	Configure certificates with RBAC roles.	<a href="#">Role-Based Access Control Requirements</a>	
○	Connect to the Relationship Management Portal using the URLs for the pilot or live services.	<b>Pilot</b> <a href="https://rma-portal-pilot.browse.swiftnet.sipn.swift.com">https://rma-portal-pilot.browse.swiftnet.sipn.swift.com</a>  <b>Live</b> <a href="https://rma-portal.browse.swiftnet.sipn.swift.com">https://rma-portal.browse.swiftnet.sipn.swift.com</a>	
○	Validate centrally stored authorisations.  Centrally stored FINplus authorisations will be used as the basis for the FINplus bootstrap	Use reports from the portal and compare with reports from your local RMA database.  <a href="#">Central RMA Validation Guidelines</a>	
○	<i>Optional:</i> Opt in for the bootstrap of Category 9 messages Future bootstrap windows will be available.	<a href="#">camt report bootstrap</a>	April – June 2022
○	Review the bootstrapped records in the RMA Portal Customers are fully and exclusively responsible for validating the result of the bootstrap exercise.	<a href="#">Bootstrap for FINplus</a>	July 2022 – 20 March 2023
○	Extract the distribution file from the RMA Portal.  <b>Important!:</b> Extract only records for the swift.finplus service!	<a href="#">Distribution Files</a>	
○	Import bootstrapped FINplus relationships into your RMA interface (see the <a href="#">RMA Service Operations Guide</a> ) and distribute to your messaging interface.  <b>Important!:</b> Importing an RMA distribution file will remove the history for these records. Therefore import only the bootstrapped FINplus records. You must take a database back-up before importing this distribution file to retain the FINplus record history.		
○	Adhere to the new RMA principles to issue consistent cross-channel RMA authorisations, either by systematically creating authorisations for the different channels, or by using the Relationship Management Portal.  Central RMA management will be available at the end of 2022.	<a href="#">Technical Consistency Check</a>	30 July 2022
○	Activate central RMA Management for pilot and live services Optional until December 2023 (tentative date) when SWIFT no longer supports customers' local RMA interfaces. Activation means the following:  You accept central authorisations as your main RMA database. SWIFT will reject locally issued RMA updates.	You will see an activation screen in the Relationship Management Portal where you can activate central management after accepting the Terms and Conditions of the portal.  After activation, your institution can use your local RMA interface only to manage "local authorisations".	By December 2023